

## **MINUTES**

Thursday

May 13, 1999

Fort Union Room, State Capitol

The Education Standards and Practices Board (ESPB) meeting was called to order by chair, Linda Davis. Board members present were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. ESPB staff members present were Janet Placek, Deb Jensen, Bonnie Thompson and Diane Weber. Visitors present were Gary Gronberg from DPI, Joe Westby and Nancy Sande from NDEA, Doug Bahr from the Attorney General's office and Sharon Dunham from the Bismarck Tribune

Mary left at 1:00 PM

A motion was made by Laura to approve the April board minutes as written. Second by Randy. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

Bonnie gave the financial report. Bonnie informed the board that the paperwork is in place to accept credit card transactions for license applications and renewals, effective June 1.

Diane invited board members to visit the office to see the new Herman Miller furniture for the work areas for Laura Nord and Jennifer Hollis. Diane informed the board of old files (10 years worth/75 boxes) has been organized at the State Archives. This effort could not have been completed without the help of volunteers from the Bismarck/Mandan Retired Teacher's Association and State Historical Society employees, Lottie and Robin. Diane also stated that the office has recorded 57 criminal records.

### **Program approval**

A motion was made by Doug Johnson for Minot State's program to be approved with stipulations and allowing Minot State to correct the stipulations over the next five years. Second by Maryjane. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

Deb reported on additional information received from Dickinson State University as a followup to their visit regarding stipulations. No board action was required.

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Minor changes had been made by the program approval advisory committee as a result of input from the field. A motion was made by Doug to accept the recommendation from the committee regarding minor equivalent endorsements to change "acceptable in transfer" to "transcripted by a state approved program". Second by Don. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. A recommendation was made by Mary to accept the sunset clause ME16 five-year requirement. This then would allow time to work with the colleges to start offering courses to move teachers into the ME 24 minor equivalency requirement; hopefully this effort will eliminate any hardship to local districts/teachers.

Deb has sent program approval and professional development materials to Turtle Mt. Community College. The college would like to add a four-year degree program for elementary education.

Janet informed the board of the ISD programming charges. The estimate that was presented by ISD was \$25,300. The cost is \$10,000 higher than what was anticipated. Janet will talk with the Governor's office and the ISD head to negotiate the programming fee. She will keep the board informed.

Janet presented the rules draft changes. The Attorney General's Office informed our agency of that the seven-year counseling law does not mention the issuance of licenses. The rules will be revised to reflect the Attorney General's opinion.

Maryjane made a motion for emergency approval of rules draft for the minor equivalency endorsements, section 67.1-02-03-06. Second by Don. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

After a check with central states' directors, a motion was made by Doug to adopt GPA calculation as written, section 67.1-02-02-10. Second by Maryjane. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

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A motion was made by Doug to approve the provisional license (40 day) for a one-time fee of \$20. Second by Randy. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. Janet will develop a checklist of what is needed before an applicant can apply for the provisional license. Some items to be considered on the checklist are:

- the application must be made after August 15<sup>th</sup>
- the applicant has not yet cleared the background check
- the school must submit a letter to hire.

It is also hoped that the school district pays the \$20 fee.

A motion was made by Don to approve the rules draft for the endorsements, added degrees and restrictions, sections 67.1-02-05-04. Second by Laura. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. Janet will have NDEA review as well since this deals with National Board Certification.

Mary made a motion approved the draft of the duties for ESPB, section 67.1-01-01-02. Second by Doug. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

Laura made a motion to approve the corrected rules draft as written for the entrance licenses, section 67.1-02-02-02. Second by Bev. Motion carried. Board members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

Janet asked for direction on a few out-of-state issues. In the past, the new graduates from Moohead, Concordia and Northern were exempt from the out-of-state review fee. Effective June 1, these new graduates will not longer be exempt from the fee. It was felt that since ND does not approve the programs for these out-of-state institutions, the fee should not be waived. Also, St. Thomas (MS in Curriculum/Instruction) will not be recognized on the ND license. The credit hours can be recognized for renewal purposes. The curriculum/instruction master is not recognized in Minnesota for licensure.

The emergency interim reciprocal, interim school counselor and early childhood rules rewrite will be discussed at the May 28<sup>th</sup> conference call.

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## **CASES**

### **Allen Allard**

Doug Bahr reported to the board that Mr. Allard has agreed to surrender his license. John Beyers will send Doug a copy of the final judgement.

### **Brent Borchert**

Doug Bahr recommended that the board start disciplinary action. A motion was made by Laura to proceed with disciplinary action. Second by Don. Motion carried. Board members voting yes: Laura Carney, Linda Davis, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

### **Anthony Copley**

Mr. Copley has not responded to the request for inquiry and due to breach of contract, a motion was made by Mike to suspend Mr. Copley's license for 60 days. Second by Doug. Motion carried. Board members voting yes: Laura Carney, Linda Davis, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

### **Winnie Pratt (ADMINISTRATIVE)**

A motion was made by Doug to suspend Ms Pratt's license for 6 days. Second by Maryjane. Motion carried. The administrative board members voting yes: Laura Carney, Randy Gordon,

Doug Johnson, Maryjane Martens and Bev Sandness Doug Bahr will draft the letter.

### **Charlotte Raguse**

A motion was made by Don to deny Ms. Raguse's license application. The license shall not be granted until 4 ½ months after she has met all the requirements for licensure. Second by Mike. Motion carried. Board members voting yes: Laura Carney, Linda Davis, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. A motion was made by Laura to contact Mr. Huset, the superintendent of Walhalla Public Schools, for a copy of the Ms. Raguse's contract, pay stubs, etc. Second by Randy. Motion carried. Board members voting yes: Laura Carney, Linda Davis, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

### **Margaret Sitte**

After much discussion, a motion was made by Don Haugen to dismiss the case. Second by Laura Doug Bahr will notify Ms. Sitte's attorney, as to the board's decision. Motion carried. Board members voting yes: Laura Carney, Linda Davis, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

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**Vern Brenner (ADMINISTRATIVE)**

A motion was made by Laura to move that Janet contact the Beach School Board. Second by Bev. Motion carried The administrative board members voting yes: Laura Carney, Randy Gordon, Doug Johnson, Maryjane Martens and Bev Sandness.

**Leon Thielges (for board information only)**

Janet is waiting information on this case.

**Grand Forks Public Schools (for board information)**

Janet will notify the affected educator.

**Travis Frank (for board information)**

Fargo State's Attorney has contacted the office for a request for inquiry form

**Harley Goodbear (for board information)**

Janet informed the board that a statement from Spokane authorities will be mailed to the office.

**Thomas Six (for board information)**

The FBI is now involved



Board Chair

6/28/1999



Executive Director/

6/28/1999

## **MINUTES**

### **Conference Call**

**Friday, May 28, 1999**

**State Capitol, 9<sup>TH</sup> Floor Conference Room**

The Education Standards and Practices Board (ESPB) conference call was held at 7:30 am. Board members available were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Michael Schatz. ESBP staff members present were Janet Placek, Deb Jensen and Diane Weber. Doug Bahr from the Attorney General's Office was also available for the conference call.

Board members who left at 8:00 am were Don Haugen and Mary Harris.

Doug made a motion to approve the emergency interim reciprocal license as written. Second by Don. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

Motion made by Mary to approve the early childhood major to appear on the teaching license as written. Second by Maryjane. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz (page 11, section 67.1-02-02-02)

Motion made by Maryjane to approve the interim school counselor section as written. Second by Bev. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (pages 29/30, section 67.1-02-04-03)

The Code of Ethics Committee will develop a code of ethics draft prior to the board retreat. The Code of Ethics Committee members are Linda Davis, Mary Harris, Doug Johnson, Doug Bahr, and ESPB office staff, Deb Jensen and Janet Placek.

A recommendation was made by Doug to remove the word "authentic" from the entire standards template, leaving "performance assessments". A motion was made by Don to approve the English Standards as written. Second by Laura. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

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A motion was made by Mary to approve the Educational Leadership standards as written. Second by Bev. Motion carried. Members voting yes: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

The administrative rules continued to be addressed. A motion was made by Mary to approve the student teaching section as written. Second by Doug. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (page 12, part of section 67.1-02-02-02)

Clarification was added to the elementary endorsement that core methods courses must be a total minimum of with 12 semester hours (page 22, part of section 67.1-02-03-01)

A motion was made by Randy to add wording of full-time equivalent to kindergarten endorsement. Second by Mike. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (page 23, section 67.1-02-03-02)

A motion was made to alter paragraph-wording clarification regarding middle school endorsements for 1-6 elementary teachers and for 1-8 elementary teachers. Motion made by Laura. Seconded by Don. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (page 24, section 67.1-02-03-04)

A motion was made by Mary to approve the experience time as written for ESPB, DPI or Vocational Education employees. Second by Randy. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (page 32, section 67.1-02-05-02)

Maryjane made a motion to approve as printed the ROTC section. Second by Bev. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (page 32, section 67.1-02-05-03)

A motion was made by Don to accept as printed section 67.1-02-05-04. Second by Mike. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (page 33)

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The suggested wording changes in section 67.1-02-05-05 are to include licensure must be, instead of may be **and** signed verification, instead of affidavit. Mike made the motion, second from Randy. Motion carried. Members voting yes were: Laura Carney, Linda Davis, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz (page 34)

Maryjane moved to accept the changes in section 67.1-02-03-06. Second by Randy. Motion carried. Members voting yes were. Laura Carney, Linda Davis, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz. (pages 26/27)

A motion was made by Mary to approve the Education Leadership Standards as written. Second by Bev. Members voting yes were: Laura Carney, Linda Davis, Mary Harris, Don Haugen, Randy Gordon, Doug Johnson, Maryjane Martens, Bev Sandness and Mike Schatz.

Conference call ended at 8:25 a.m.

  
Board Chair 6/29/99

  
Executive Director/Secretary 6/29/99